



EDLESBOROUGH PARISH COUNCIL

Minutes for Meeting of Edlesborough Parish Council held on 18th February 2021 via the social media platform Zoom

Agenda Item

Open Forum

Mrs Lorna Cabbage informed the Council that current Covid-19 restrictions meant that organised litter picks are not taking place. However many local residents are carrying out independent litter picks in the villages. Buckinghamshire Council have recently won the Keep Britain Tidy Network Award. She stated that it was disappointing to note that the Aylesbury Vale Streetscene section was not mentioned as they are very supportive of the local litter picks and very responsive to reports of fly tipping etc.

<https://www.buckinghamshire.gov.uk/news/buckinghamshire-council-wins-keep-britain-tidy-network-award/>

Cllr Alan Williams expressed the Council's thanks to all the volunteers who have continued to litter pick throughout the pandemic.

Cllr Williams formally opened the meeting at 19.36

He welcomed everyone and explained that EPC meetings are quite long due them addressing all Council matters in one monthly meeting. Many other Councils have separate meetings for items such as finance and Parish Amenities.

Present

Cllr Williams (chair), Cllr Cabbage (vice chair), Cllr Mrs Booth, Cllr Miss Wells, Cllr Wilkinson, Cllr Nevard, Cllr Mrs Thomas, Cllr Mrs Owen, Cllr Harpley, Penny Pataky (Clerk), Buckinghamshire Councillors Mrs Wight and Chris Poll and one parishioner.

Apologies

None were received

Declarations of Interest

Cllr Wilkinson declared that his wife is an allotment holder at Cow Lane.

Cllr Mrs Thomas declared that her husband is an allotment holder at The Green.

Cllr Miss Wells declared that she is an allotment holder at Northall.

Planning matters:

Cllr Williams and Mrs Thomas declared that they were neighbours of planning application 21/00540/APP.

Cllr Harpley declared that he is a neighbour of planning application 21/00487/APP.

The Clerk requested that all Cllrs review their Declarations of Interest and advise her of any changes to enable Buckinghamshire Council and the website to be updated.

Action: All Councillors to review their Declarations of Interest.

Minutes

Council agreed the minutes of the meeting held on 21st January 2021.

Matters Arising

None were raised.

Ivinghoe and Wing Freight Strategy

To date Buckinghamshire Council have not published their consultation for the Ivinghoe and Wing Freight Zone. Once this is published the Clerk will raise the purchase order for the flyers to be distributed to all parishioners.

Buckinghamshire Cllr Anne Wight informed the Council that there had been some delays to due Councillors being on leave. She is pressing for an update/press release on this matter. Cllr Williams responded that Parishioners need as much notice as possible for the upcoming consultation.

Buckinghamshire Council Report

Buckinghamshire Cllr Anne Wight

Cllr Wight reported on:

- Local Area Flooding.
- Bucks Additional Restrictions Grants.
- The Helping Hand Service.
- Better Health in 2021.
- Bucks Business First Support for Local Businesses.
- Residents invited to online consultation event to comment on SEALR (South East Aylesbury Link Road) Phase 2.

A full copy of the report can be found at <https://www.edlesborough-pc.gov.uk/media/2172/buckinghamshire-council-february-2021-report-provided-by-cllr-anne-wight.pdf>

Cllr Wight additionally informed the Council that residents of Slapton were experiencing numerous issues with extra wide load vehicles travelling through the village. Most of these vehicles are delivering new caravans to one of the Travellers sites in Billington. The residents, Thames Valley Police and Buckinghamshire Council are working together on this matter. The Council are also looking to see if there is a link between this activity and the increase in fly tipping in the local area. Cllr Miss Wells offered to provide advice on the vehicle management issue if required.

Buckinghamshire Cllr Chris Poll

Cllr Poll reported on:

- Cabinet agrees actions to be carbon neutral by 2050.
- Shielding.
- Weekly Covid-19 Briefing.
- Upcoming Elections.

A full copy of the reports can be found at <https://www.edlesborough-pc.gov.uk/media/2173/buckinghamshire-cllr-chris-poll-report-to-epc-february-2021.pdf>

Community Board for Ivinghoe and Wing Ward

The next meeting of the Wing and Ivinghoe Community Board will be held on 3rd March 2021. The meeting invite has been circulated to all Cllrs. Once this is published on the Wing and Ivinghoe Community Board Facebook page the Clerk will share the information to the local page.

Buckinghamshire Town and Parish Charter

The final version of the Draft Parish Charter has been circulated to all clerks and councillors for comments by the local councils. A working group of local clerks representing various sizes of councils, BMKALC and officers from Buckinghamshire Council put the draft charter together. The Town and Parish Charter is a shared commitment between Buckinghamshire Council and Town and Parish Councils to ensure effective channels of communication and strengthen relationships going forward.

EPC have been invited to comment on the Charter either as a Council or as individual Councillors.

EPC Councillors feel the Charter is very long, and full of “warm words.”

Action: Councillors may respond individually or send their comments to the Clerk for submission.

Planning

The following applications were considered and it was agreed to submit the responses below to Buckinghamshire Council Local Planning Authority

Application No.	Address	Description	Parish Council Response
21/00249/APP 27 th January 2021	The Finches 11 Eaton Bray Road Northall	Single storey side extension, two storey side extension, part single part two storey rear extension, installation of solar roof panels.	No objections.
21/00504/APP 10 th February 2021	3 The Pastures Edlesborough	Single garage conversion into habitable accommodation.	No objections.
21/00487/APP 15 th February 2021	3 Beacon View Northall	Single storey rear extension, two storey side extension, conversion of loft space to bedrooms and en-suites, alterations to existing garage.	No objections.

The following decisions had been notified by Buckinghamshire Council Local Planning Authority

Application No.	Address	Description	Parish Council Response	LPA Decision
20/02317/ALB 20 th July 2020	The Old Bakery Leighton Road Northall	Changes to the 20 th century extension: white render finish, installing first floor window and patio doors, reinstating an historic hatch and rebuilding the chimneys (Retrospective)	No objections	Permitted
20/04396/APP 4 th January 2021	Moor End Cottage 68A Moor End Edlesborough	Single storey side, rear and front extensions. Conversion of garage to residential use. Oak framed open front porch.	No objections. Subject to confirmation that the two parking spaces provided are the required size.	Permitted
21/00023/APP 7 th January 2021	7 Huntsmans Close Dagnall	Single storey rear extension.	No objections. Modified roof configuration suggested.	Permitted

Land off High Street – Bus Shelter

Paul Goodwin, Buckinghamshire Council Passenger Transport Officer has confirmed that the Land off the High Street S106 Bus Shelter contribution will be used to install a bus shelter made from black aluminium with poly sides and back. EPC will be expected to take over the maintenance of this shelter. Cllr Williams has expressed his disappointment to Buckinghamshire Council in the fact that EPC has no say over the design of the shelter. Council had asked if they would be consulted over the design as Council wished to ensure the shelter was in keeping with a village location and was low maintenance.

The shelter is scheduled to be installed from Friday 26th – Tuesday 2nd March

Elections

Edlesborough Memorial Hall has been booked for the Buckinghamshire Council, Town and Parish Council and Thames Valley Police and Crime Commissioner Elections on 6th May 2021 Elections.

The Clerk has circulated the following to all Councillors:

- Letter from Chloe Smith, Minister of State for the Constitution and Devolution, regarding doorstep election campaigning during the present restrictions.
- Buckinghamshire Elections 2021 Information.
- Nomination Pack Parish Council Elections.
- Guidance for Candidates.

Councillors have been invited to attend a briefing that will provide a presentation on the election timetable, nominations process, current planned verification and count arrangements, and general rules that will apply to the election, and will also include key changes to this year's elections necessary to ensure the election is carried out in a COVID secure way. The briefing will take place on 10th March 2021.

Villages

Parish Path Maps

The Clerk has chased Buckinghamshire Council again about obtaining replacement maps for the three villages.

Edlesborough

Road Surface Complaints

The Clerk has received two complaints about the condition of Ford Road near the junction with Townside. Concern has been raised about the undulations of the road, lack of ditch on the farm side and mud leading to excess muddy water on the road surface. The Clerk has reminded the parishioners that issues such as this need to be reported to Buckinghamshire Council as the Highways Authority using the link <https://www.buckscc.gov.uk/services/transport-and-roads/report-a-highways-problem/> Making reports in this way will ensure the report is logged, and provides a report number which can be used to follow up the report if necessary. Reports can be anonymous at the same time as providing an email address for updates. The Clerk contacted the Farmer who will return to remove the large clumps of mud from the road. The Clerk contacted the Local Area Technician who requested that the following information was shared with the parishioners:

“Unfortunately there is nothing TfB can do about this situation. The dips and undulations in the road surface will still hold surface water regardless of whether a ditch was installed opposite the property. There has never been a ditch here previously and as a local highway authority it is not our responsibility to drain the adjoining land. If a ditch could be excavated, there is nowhere for it to drain.

If substantial amounts of water were cascading off the adjoining land it would be a completely different situation, but at worse there is just seepage from the verge. I appreciate the lane may be in a bit of a mess from farming activities but this is to be expected in a rural location such as this.

Let’s not forget this winter we have had exceptional amounts of rainfall and water is leaching out of most verges everywhere, especially adjacent agricultural land.

From what the parishioner stated in their enquiry, the frontage of the drive was raised to prevent surface water runoff from entering the property. This appears to not be an issue anymore and is more to do with water splashing into the property from passing traffic. I appreciate this is an inconvenience but as a local highway authority we cannot realistically be expected to mitigate nuisances such as this.

To fully resolve this situation the road would need to be resurfaced so to iron out all the undulations, but Ford Road is not on the radar for treatment any time soon.”

Burst water main in The Pastures Alleyway

Anglian Water have confirmed that they will return and clear the mud from the alleyway.

Action: Clerk to contact Anglian Water again as Councillors Williams and Mrs Thomas both report that the alleyway is still in poor condition since the leak.

Highways Issues

The issue with the dip in the High Street, outside the Bellway development has been chased again with the Local Area Technician who has chased it again with the relevant department at Buckinghamshire Council.

Action: Clerk to chase this again, ensuring Buckinghamshire Councillors Wight and Poll are copied in to the communication.

Surface Dressing works are currently being carried out on the Leighton Road between the Travellers Rest roundabout and the County Boundary (heading towards Leighton Buzzard). The Clerk published this information on the EPC and local Facebook pages.

The following issues have been reported to Transport for Buckinghamshire:

- Damage to the give way sign at the junction of Cocks Close and the Leighton Road.
- Fly tipping near Swallowfields.

Carnival 2021

The Carnival Committee will hold their first meeting for the 2021 Carnival on Sunday 22nd February. The Clerk has advised the Carnival Committee that they will need to liaise with her over the use of Edlesborough Green and the ECSC over the use of the New Pavilion for the event.

Pebblemoor Car Park

The Clerk has asked Thames Valley Police to increase patrols to help prevent/reduce the suspected low level drug dealing.

Luton Airport

EPC has submitted their agreed response to the Planning Application 21/00031/VARCON.

Dagnall

Nothing to report.

Northall

The repair to the large pothole opposite the Northall Village sign is failing. This has been reported to TfB.

New Pavilion

Cllr Cabbage gave a comprehensive presentation from the Pavilion Working Party updating the Council on progress and financial situation to date.

During the presentation the Pavilion Working Party "proposed that in view of the totally unexpected cost of £25,349 to upgrade the sub-station in The Pastures:

EPC to make a further (and final) £25,000 of funding available (from Special Projects) to cover the overall projected shortfall of £10,962 and the balance to cover any further contingencies required to complete the construction of the building."

Cllr Harpley asked who was responsible for specifying the electrical load, when was the request submitted to UK Power Networks and was this done in good time?

Cllr Cabbage explained that the need to upgrade the sub-station was totally unexpected and that the increase in the power needed was as a result of changes in planning regulations meaning the building would need more power to operate. The request was submitted to UK Power Networks in early autumn. UK Power Networks had initially quoted in excess of £75K and stated that it would take 48 months to complete the works. After negotiation and ensuring the works were correct the cost has been reduced to £25,349 with an estimated completion date of the end of April 2021.

Cllr Harpley clarified that it was the change in specification that had resulted in the project overspend. The Pavilion Working Party agreed with this statement.

Cllr Wilkinson advised the Council that the water supply to the old building was found not to be sufficient for the new building so this also required some upgrading works.

Cllr Mrs Thomas asked whether it was possible to use the money earmarked for the gym equipment to cover these unexpected costs. Cllr Williams explained that the gym needs to be equipped as this forms part of the ECSC Business model and will provide a vital income for the building/organisation. Council have previously agreed that it is paramount to provide a completed and fully equipped building in order to support the ECSC running the building successfully. Therefore not installing the gym equipment is not an option to be considered.

Cllr Mrs Booth expressed concern that the Council were being asked to make a decision very quickly, and asked if it was possible to have more time to reflect on the presentation.

Cllr Williams explained that the Pavilion Working Party and Clerk had met three times in the past week to analyse the situation, requirements to complete the build and the best way forward. He stated that orders for the utilities and other items need to be placed to complete the building and be in a position to open the building.

Councillors Miss Wells, Mrs Owen and Mr Harpley expressed disappointment that the Council has found themselves in this position.

Cllr Williams stated that the Pavilion Working Party are also disappointed and that this is the biggest project that the Council has ever embarked upon. The predicted total overspend is a small amount in comparison to the overall cost of the project.

Following the discussion Cllr Cabbage proposed that in view of the totally unexpected cost of £25,349 to upgrade the sub-station in The Pastures:

EPC to make a further (and final) £25,000 of funding available (from Special Projects) to cover the overall projected shortfall of £10,962 and the balance to cover any further contingencies required to complete the construction of the building.

Cllr Wilkinson seconded the proposal.

Councillors Williams, Nevard, Harpley, Mrs Owen and Mrs Booth voted in favour of the proposal. Councillors Harpley, Mrs Owen and Mrs Booth stated that they agreed that voting in favour of the proposal was vital for the completion of the building/project but that they were not happy in taking this action.

Councillors Mrs Thomas and Miss Wells voted against the proposal.

With a majority of seven Councillors agreeing the proposal was carried. Cllrs also agreed to support the proposal to transfer the Car Park reserve of £30,000 to Phase 4 in return for ECSC assuming liability for the creation of the car park to the specifications in the planning approval.

Buckinghamshire Cllr Chris Poll stated that he was enthralled at the amount of effort that has gone into the herculean task of this project.

Projects

Outdoor Gym Equipment

– led by Cllr Mrs Owen

The current weather conditions are not conducive to the installation of the gym equipment. The Council contractor will proceed with the installation in spring.

Action: Clerk to clarify whether the gym equipment will be included on EPC's Fixed Assets Register or DVH's. Also to confirm Council's previous decision about the insurance of this equipment.

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Cllrs Mrs Booth has held an initial meeting with the residents who have expressed an interest in being involved in the project. She is now setting up site meetings with suppliers. Each supplier will be asked to submit three proposed site plans, suggested equipment and quotes for the working party to consider. The working party will then look into developing the next stage of the consultation process.

EMH Redecoration

– led by Cllr Mrs Thomas

Following an inspection of the hall by Cllr Mrs Thomas and the manager the decorator has been asked to return to rectify some snagging issues. Council agreed that once these issues have been rectified payment may be raised for the invoice.

Action: Cllr Mrs Thomas and manager to inspect the hall once the decorator has completed the works.

EMH Toilet Refurbishment

– led by Cllr Mrs Thomas

Cllr Mrs Thomas and the manager carried out a site visit to assess the space available. Cllr Mrs Thomas has contacted two further companies regarding the project.

Cllr Williams has established that there was a toilet at the rear of EMH, it is hoped that this means that there is a join from the rear of the building to the main sewer.

Cllr Williams, Wilkinson and Harpley agreed to form a working party to work towards addressing the concerns over the lease. Cllr Wilkinson stated that who holds the lease, the length of the lease, and the future of the hall need to be confirmed prior to EPC spending large sums of money on a toilet refurbishment project.

Conservation Project

- led by Cllr Mrs Owen and Cllr Miss Wells.

The owner of the field at the bottom of Summerleys has declined EPC's request to use the field as part of the Re-wilding project.

Dagnall School Forest School

Cllr Mrs Owen proposed that EPC pays for the initial clearance of the copse/wooded area at Dagnall Allotments. This will be at a cost of £190 for skip hire and £150 for labour.

She additionally proposed that:

- The Clerk draw up an agreement for the school to sign with regards to them using the copse/wooded area for their Forest School.
- Dagnall School erect adequate signage informing tenants that the copse/wooded area is now a Forest school and must not be used for compost or waste.
- The Clerk will write to all allotment tenants informing them of the change of use of the copse/wooded area and inform that that using this area for compost or waste must cease immediately.

The full Council agreed to this proposal. It was agreed that the clearance work would take place towards the end of March/start of April.

EDaN & Traffic Management Team Updates

Traffic Calming

Cllr Williams has work has compiled a list of proposed MVAS locations.

Action: Cllr Williams to circulate the proposed locations to all Councillors for their agreement.

FOTCOTH

Nothing to report.

EDaN Beautification Team

See notes in Open Forum re litter picking

AED's and CFR

The Council electrician has been asked to carry out a safety/health check on all the defibrillators and cabinets.

EMH

The full frost protections system (air sensor and pipe stat) has been installed.

The Green

Prior to the meeting Cllr Mrs Owen had circulated ideas from the Ivinghoe and Wing Community Board for ideas and support on how to combat the dog fouling issues within the Parish. Cllr Mrs Owen is keen to proceed with exploring the idea of sharing the costs of employing a "Dog Fouling Patrol Officer" with other local Parishes. Council agreed to this and that Cllr Mrs Owen could produce a new Dog Fouling poster in an effort to combat this issue.

Action: Cllr Mrs Owen to design a new Dog Fouling Poster for Council approval.

Sports Clubs

EB Lions is currently working with the ECSC to agree storage facilities for the football goals once the Pavilion hoarding is removed.

Council agreed the Clerks proposed reduction in fees for the 2021 ECC season as a result of the 2020 Covid-19 restrictions.

Action: Clerk to send invoice to ECC.

Play Area

Roundabout

The repairs are now complete and the roundabout is now usable again.

Following the Clerk being advised of a recent case of a child being awarded damages when they fell off a roundabout and their foot becoming trapped under the moving platform that did not have a “skirt” around it. The Clerk contacted The Play Inspection Company who have confirmed that provided the clearance between the platform and the ground is between 60-110mm there is no requirement for a “skirt” around the edge of the platform.

Allotments

Dagnall Allotments

David Killick is currently acting as allotment warden until Mrs Pratt is able to return to the role.

See notes in projects re Dagnall Forest School.

Northall Allotments

Once the weather and social distancing regulations permit the Clerk will arrange a site meeting with the warden and contractor to look at improvements to the parking area.

Cow Lane Allotments

Nothing to report.

The Green Allotments

Nothing to report.

Waiting List

Most people on the waiting list would like a plot at The Green or Cow Lane, both sites are currently full.

Cemetery

Nothing to report.

Bridle Path

Nothing to report.

War Memorial

Nothing to report.

Bus Shelters

See notes in planning.

Litter Bins, Dog Bins, Car Parks

The Clerk has asked Streetscene for an installation date for the Cow Lane dog waste bin. The number of “poo bags” being discarded in the hedge near the style at the bottom of Cow Lane is increasing. To date no response has been received.

Streetlights

The Clerk has received a quote from CU Phosco and for the maintenance and electrical test of the streetlights. The current warranty was signed in May 2016 and is for SIX years.

The Clerk has also contacted Stewkley Parish Council to establish what route they are looking to take with their streetlights.

Cllr Wilkinson proposed that the Council should consider that the Council revert to the old system of repairing the streetlights as and when they fail.

Action: Clerk to circulate more information on the options for Council to consider prior to the next Council meeting.

Cllr Mrs Owen confirms that the failed light in Deans Meadow is now working.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- Road works.
- Burst water main in Eaton Bray.
- Captain Sir Tom Moore.
- Weather/flooding/snow.
- Water being pumped on to the Highways in Eaton Bray.
- The funeral of Mr Ray from Cow Lane, Edlesborough.
- Attacks on sheep.
- Incidents of dog poisoning.
- Covid-19 Vaccinations.
- Fly tipping – predominantly on Cocks Close & The Rye in Eaton Bray.
- Planting of a hedge along the edge of the Bellway development.

Website

- The Website Accessibility was tested on 16th February 2021.
- Covid-19 – the Clerk will update the website accordingly as and when information is received from Buckinghamshire Council.
- The Clerk has added a tab under News and Campaigns – Buckinghamshire Council Press Releases. The Clerk will post many of Buckinghamshire Council’s press releases here for Councillors and Parishioners attention.
- The Clerk attended the “Creating Accessible Word & PDF Documents: Getting the Basics Right webinar” and as a result has made changes to the Agenda and Minutes format to making them more accessible. This good practise will be applied to other Council documents moving forward.

GDPR

- No reported breaches
- The Clerk attended a Data Protection Refresher course. Following the course the Clerk updated and circulated the Councils Privacy and Data Protection Policy to the full Council prior to the meeting. Cllr Harpley proposed some amendments. This version was then agreed and adopted by the Full Council.
Action: Clerk to update website with the new Privacy and Data Protection Policy.

Buckinghamshire Council Devolved Services

The invoice for the Pastures hedge which was submitted to Buckinghamshire Council on 30th October and is still outstanding. The Clerk has chased this several times. The LAT has advised the Clerk that local area technicians do not raise the requisition orders anymore, and that the invoice is now with his Area Manager to process.

Action: Clerk to continue to chase Buckinghamshire Council for the Purchase Order Information to enable Ringway Jacobs to settle this invoice.

Finance

January 2021 Accounts

Council approved the accounts for month ending 31st January which had been circulated to the Council prior to the meeting for their consideration.

EMH	£517
Pavilion	£152
Green	£455
Open Spaces	£357
Bucks CC Devolved Services	£1,080

Allotments	£404
Street Lights	£125
Cemetery	£81
Churchyard	£449
Dagnall Recreation Ground	£173
PWLB	£4,185
Special Projects	£5,312
EDaN	£96
Office Costs	£54
Other	£27
Subscriptions	£40
Total	£8,200

February Payments


Council agreed the February 2021 payment run.

Internal Audit

Mr Roger King has confirmed that he will once again carry out the end of year Internal Audit for the same remittance as last year.

Correspondence

Items circulated to Full Council prior to the meeting:

- 05/02/2021 - NALC  CHIEF EXECUTIVE'S BULLETIN
- 11/02/2021 - Public Service Infrastructure and Permitted Development Consultation response from Buckinghamshire Council
- Automatic Number Plate Recognition Survey 15/02/2021 17:23:26 [366354]
- 16/02/2021 Buckinghamshire Council - Call for brownfield sites in Buckinghamshire
- 16/02/2021 Buckinghamshire Council - Cabinet agrees final budget recommendations in 'difficult and challenging' circumstances due to Covid
- 17/02/2021 - Election Information – including invite to Election Briefing.
- 18/02/2021 - notes and slides from the Parish Liaison meeting on 27 January 2021.
- 18/02/2021 - BMKALC Newsletter

AOB

Nothing was raised.

Items for the March EPC Meeting

- Review standing orders.
- Streetlights – maintenance contract.
- Status of Dagnall Outdoor Gym Equipment.

The meeting closed at 22.19.